



STATE OF MARYLAND



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**POLICY:** Class C "Club" License Flexible Closing Policy

**ADOPTED:** June 20, 2016

**REVISED:**

**POLICY:** This is the Frederick County Liquor Board's policy on the Hours of Operation and Regular Days of Closing (Closing Early), §5.20, (f) of the Frederick County Alcoholic Beverages Regulations.

**REQUIREMENTS:**

1. This policy applies to Clubs that fall within the scope of the Frederick County Alcoholic Beverages Regulations, §2.2(b) that are not open to the general public.
2. For a Club to be included on the Liquor Board Approve Class C, Club License Early Closure List, the Club shall not be found Guilty of any violations issued in the previous twelve (12) months during the license years beginning May 1<sup>st</sup> through the following April 30<sup>th</sup>.
3. The establishment shall be on the Liquor Board Approved Class C Club License Early Closure List.
4. Should a violation be assessed to an Establishment on the Class C Club License Early Closure List during the license year beginning May 1<sup>st</sup> and going through the following April 30<sup>th</sup>, the establishment shall be immediately taken off the list and forfeit the early closure privilege until such time a new request is approved.
5. Licensees must comply with all other appropriate requirements of §2.29 and §5.2 of the Frederick County Alcoholic Beverages Regulations.
6. An establishment on the Early Closure List shall not use this privilege during any type of special event that is occurring on the licensed premises.

## **PROCEDURES:**

1. The License shall submit a written request for the Board's approval to be added to the Class C, Club License Early Closure List.
2. Once approved by the Board, an establishment on the Early Closure List may close earlier than stated on the Regular Days of Closing on file with the Board under the following conditions:
  - a. If there has been no patron activity in one hour.
  - b. The on-duty employee shall notify the designated Liquor Inspector via cell phone upon closing.
  - c. The Licensee shall maintain a log of early closing for review by the Liquor Inspector upon Request.
  - d. Early closing records shall be reviewed/considered by the Licensee for revisions to normal operating hours annually during the license Renewal application filing.
  - e. The Board may consider early closure activity when issuing the annual license Renewal.
3. The Board will consider the following factors before making a decision on the Early Closure List request:
  - a. Historical compliance records and violation history.
  - b. Recommendation from the Liquor Inspectors.

Adopted this 20<sup>th</sup> day of June, 2016 by the Board of License Commissioners for Frederick County, Maryland.